

**To:** Khan, Annie (DPH)[Annie.Khan@MassMail.State.MA.US]  
**From:** Montagna, Chris  
**Sent:** Thur 7/7/2011 12:13:38 PM  
**Subject:** RE: Controlled Substance SOP

Good Morning Annie:

The Maine HETL is accredited by ASCLD/LAB under the Legacy program. I can provide copies of our SOP's, however the request needs to come from your Director. Please have Dr. Vallaro send me an email with the request and I will mail out a CD of our SOP's directly to him.

Regards,

Chris

Christopher P. Montagna, MS, MPA

Forensic Section Chief

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**From:** Khan, Annie (DPH) [mailto:annie.khan@state.ma.us]  
**Sent:** Tuesday, July 05, 2011 10:33 AM  
**To:** Montagna, Chris  
**Subject:** Controlled Substance SOP

To Whom It May Concern,

My name is Annie Dookhan. I currently employed at the Massachusetts Department of Public Health as a Drug Chemist.

We are currently reorganizing the lab, as well as trying to become accredited. I was just curious if you have established Standard Operating Procedures (SOPs) for drug analysis and if so, what would be the proper policy and procedure to obtain a copy of them?

I would greatly appreciate any assistance in this matter. Please feel free to contact me if you have any questions.

Sincerely,

Annie Khan-Dookhan

Drug Analysis Lab

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